

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
JANUARY 18, 2007**

I. CALL TO ORDER

The Parks and Recreation Commission meeting was called to order by Harry Saltzgaver, President, at 9:00 a.m., at the El Dorado Park West Senior Center Library. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

Present: Harry Saltzgaver, President
Drew Satariano, Vice President
Simon George (arrived late)
Albert Guerra
Bob Livingstone
Sarah Tong Sangmeister
Brett Waterfield

Absent: None

Staff: Phil Hester, Director, Parks, Recreation and Marine
Dennis Eschen, Manager, Planning and Development Bureau
Sherri Nixon Joiner, General Superintendent, Community Recreation Programs
Phil Lopez, Superintendent, Marine Maintenance
Geoff Hall, Special Projects Officer
Lt. Joe Stilinovich, Park Rangers
Bill Greco, Park Ranger
Robin Black, Executive Assistant to the Director

Guests: Ana Ananda, Water Department
Eric Leung, Water Department
Stacia Mancini, 5th District Council Office

II. APPROVAL OF MINUTES – DECEMBER 21, 2006

It was moved by Commissioner Livingstone and seconded by Vice President Satariano to approve the December 21, 2006 Parks and Recreation Commission minutes. The motion carried unanimously.

III. EMPLOYEE OF THE MONTH PRESENTATION FOR DECEMBER

President Saltzgaver stated that Vice President Satariano would announce the Employee of the Month for December.

Vice President Satariano announced Debbie Soto as Lead/Supervisory Employee of the Month for December.

Ms. Barbara Alhadeff spoke on Ken Campbell's behalf about Ms. Soto. Ms. Sherri Nixon-Joiner, General Superintendent of Community Recreation Programs, also spoke about Ms. Soto.

IV. COMMISSION ACTION ITEMS

#07-0101

PERSONAL SERVICES/INSTRUCTION AGREEMENTS-MONTHLY APPROVAL

It was moved by Commissioner Waterfield and seconded by Commissioner Livingstone to authorize the Manager of Community Recreation Services Bureau, or his or her management designee, to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed. The motion carried unanimously.

V. COMMITTEE STATUS REPORTS

A. EXECUTIVE COMMITTEE President Saltzgaver, Chair

President Saltzgaver stated that they met and discussed the agenda and proposed amendments to the Long Beach City Charter. One of those proposed amendments is Parks in Perpetuity. He said that enclosed in the packet is a copy of the City Council item listing all the proposed Charter amendments. President Saltzgaver asked for some background on Parks in Perpetuity item.

Mr. Hester stated that the proposed verbiage for the Parks in Perpetuity was listed on page 11 of the City Council letter. This came about in 2002 as a result of the Open Space Plan. The City Council and the Parks and Recreation Commission were involved in Parks in Perpetuity community meetings dealing with this and other issues. Up to that time, there were no policies for park space. As a result of this, a policy direction was established for where parks are located, two for one replacement policy, standards, zoning issues, and allowable uses for parks were included in the 2002 Open Space Plan. Parks in Perpetuity came out of a couple of discussions, one being the mitigation for the Scherer Park police substation. The Department and the City Council members were concerned about the language, so this issue was not approved with the 2002 Open Space Plan. Recently, when the Charter Amendment Committee met, this item was brought forth in the community meetings. Two versions were presented for consideration. The first version said that any non-park use would require a vote of the public. The second version gives an option to be able to mitigate to use park space by a couple of options. The City Council could take

this as a vote of the community or the Parks and Recreation Commission could hold public meetings to make changes.

The Department supports the language that the City Council approved at the January 16 City Council meeting. This keeps the Parks and Recreation Commission in the loop and lets the City Council make the decision on the process.

President Saltzgaver stated that this allows us to support the protection of park land while maintaining some flexibility. He thanked Councilwoman Schipske for bringing this forward. It is uncertain when the Charter amendment would go to vote.

President Saltzgaver stated the other issue that the Commissioners should be aware of, was on page 10. The City Council could also remove any Charter-mandated commissioner with a majority approval.

Mr. Hester stated that they may want to bring this back to the Parks and Recreation Commission to address formally and write a letter to the Mayor.

B. FINANCE AND APPEALS COMMITTEE
President Saltzgaver, Chair

President Saltzgaver stated that the Committee met this morning and that a tennis fee item would be on the agenda next month. There would be a report a little later in the meeting regarding the Focus on Results performance report, that staff is beginning to prepare. They agreed that the Finance and Appeals Committee would review those and bring those to the Commission whenever necessary. They also decided that the budget oversight would be left to the Executive Committee. He stated that the financial report was included in the packet.

C. PARK SAFETY COMMITTEE
Commissioner George, Chair

Commissioner George stated that the Committee would meet next month. A report was included in the packet.

Lt. Joe Stilinovich stated that the park rangers have been very busy. He said that a Red Cross station was set up at Houghton Park, due to a fire at an apartment complex in North Long Beach. The park rangers staffed it for security. He said that a new item, Staff Contacts, has been added to the Park Safety report. This is change in philosophy for the park rangers. The park employees are also part of the customer base, not just the people who visit the parks.

Lt. Stilinovich said that they were having graffiti issues at Ramon Park and held a sting operation for graffiti there with the Police Department. They cited and arrested many people that day, but no one for graffiti. The entire neighborhood knew about the operation, which was good public relations, and it went well.

Commissioner Guerra asked if there were more homeless people in the parks recently, because of the cold weather.

Lt. Stilinovich responded that because of the cold weather, there have been less homeless people in the parks. He stated that the City, in particular the Police Department, is working on a transient identification and outreach program. As part of that, they know the locations that transients frequent and will go to those locations for the census and outreach.

President Saltzgaver stated that on January 25, the City would conduct a homeless count.

D. EQUAL EMPLOYMENT OPPORTUNITY AND CUSTOMER SATISFACTION COMMITTEE

Commissioner Guerra, Chair

Commissioner Guerra stated that the Committee would meet in two months.

E. CAPITAL IMPROVEMENT PROJECTS COMMITTEE

Vice President Satariano, Chair

Vice President Satariano stated that the Committee met this morning and he encouraged the Commissioners to read the quarterly report included in the packet. Mr. Eschen gave them an update on the capital projects.

Mr. Hester stated that Mr. Eschen met yesterday with the Community Development Advisory Committee on development projects. He said that he would make sure the Commissioners would be sent the development project list. Mr. Hester briefly described the projects in each Council district. He stated that they are tracking funding for Proposition 84 for potential projects along the San Gabriel and Los Angeles Rivers.

Commissioner Guerra asked if there was a timetable for the Sports Park project.

Mr. Hester responded that the City is finalizing the agreement with the architect, who would then begin the construction drawings. The City is working on the funding for the rest of the architect's work. City staff has scheduled a meeting with federal staff to discuss funding. This project is still a few years away from construction.

Commissioner Waterfield mentioned that he noticed on the tour that the fields at Admiral Kidd Park were pretty worn out. He asked if there were any plans to put in artificial turf on those fields.

Mr. Hester responded that staff has been discussing putting in artificial turf as a test project in one park. They discussed using Hudson Park, but not Admiral Kidd Park; however, it could be an option.

F. CITY SCHOOLS/JOINT COMMITTEE
Commissioner Tong Sangmeister, Chair

Commissioner Tong Sangmeister stated that the Committee would meet next month.

Mr. Hester stated that he met with the School District Superintendent Chris Steinhauser. Mr. Steinhauser also met with the Mayor and they discussed joint use of facilities. He said that this Committee might get more active with these discussions.

G. SPECIAL EVENTS AND RECREATION COMMITTEE
Commissioner Livingstone, Chair

Commissioner Livingstone stated that the Committee met yesterday and discussed balance for special events and carnivals and how the parks are impacted and people and businesses displaced. They also discussed the Amgen Bike Tour. The Committee will be establishing a policy for special events. They also requested a report on the Daisy Lane Parade.

Mr. Geoff Hall stated that the draft language of the dog walker permit has been sent to the City Attorney's office for review. He said he would also be meeting with the park rangers and Animal Control staff. Once the language is approved, he would bring it back to the Committee and schedule a public meeting to get feedback. He said that the pilot program has worked fairly well, but there have been a few violations by the same individuals. Most of the dog walkers have responded quite well. They are also looking at a few infrastructure changes and would be discussing those with the Recreation Dog Park Association. These changes would let dog walkers get in and out of the dog park more easily without impacting the small dog park. It is possible that the public meeting would not be set prior to the expiration of the pilot program, but it is not a court order, it is a pilot program.

President Saltzgaver asked if this program would have any impact on the dog beach.

Mr. Hall responded no, the dog beach is limited to one dog per person.

President Saltzgaver stated that there was a swimming event last weekend at the Belmont Plaza Pool. There were international stars swimming at this event. It may have been the organizer's job to advertise this event, but word did not get out.

Mr. Hester responded that this was not the City's event; the Sports Council sponsored it. The Sports Council is looking for an intern from California State University Long Beach, to help with public relations for such events.

VI. DIRECTOR'S REPORT TO COMMISSION

A. DIRECTOR'S MONTHLY REPORT – DECEMBER 2006

President Saltzgaver asked for any questions on the monthly report. There were no comments or questions.

Commissioner Guerra stated that there is a section called Adaptive Recreation, listed on page 13. He asked if the Department does any public outreach in the form of a brochure that specifically addresses the adaptive parks and programs we have for those who have special needs.

Mr. Hester responded that the Department currently does not have a separate brochure. There is a section in the quarterly brochure for adaptive recreation programs and sites. The Department would be looking at this in the coming years, especially with the Special Olympics hopefully relocating to Long Beach. This should be addressed in the budget this coming year.

Ms. Nixon-Joiner stated that there are numbers that aren't even reported, which are participants in day camps and various programs not part of adaptive recreation. The number is not tracked at the separate sites; therefore, the numbers would be greater than what is listed.

It was moved by Commissioner Livingstone and seconded by Commissioner Guerra to receive and file the Director's Monthly Report for December 2006. The motion carried unanimously.

VII. CORRESPONDENCE

President Saltzgaver stated that no correspondence was received.

VIII. UNFINISHED BUSINESS

President Saltzgaver stated that there was no unfinished business.

IX. NEW BUSINESS

A. CONJUNCTIVE USE INTER-TIE IN HEARTWELL PARK

Mr. Eric Leung stated that he and Mr. Ana Ananda were there from the Water Department to explain about the conjunctive use inter-tie project in Heartwell Park. He referred to the presentation handouts that were included in the packet. He described what conjunctive use was, which is to store water in the ground for use during dry years. He also explained that this water would provide emergency backup for the Water Department and the City of Lakewood water systems during fire demands and water main breaks. He explained that the only thing showing above ground would be a pipe with two shut-off valves, approximately two feet high and eight feet long, which would be camouflaged when they finished.

President Saltzgaver asked where this water would come from.

Mr. Leung responded that the water comes from Northern California, per agreement.

Commissioner Guerra asked if the water would go into a reservoir or just into the dirt.

Mr. Leung responded that the water goes into the ground into a natural aquifer.

Commissioner Waterfield asked how often the Water Department would need to access the pipe.

Mr. Leung responded that they would need to access the valves about once a month or in case of an emergency, such as a major fire. He stated that the construction would take approximately one month.

President Saltzgaver stated that this is an informational report to receive and file.

It was moved by Vice President Satariano and seconded by Commissioner Tong Sangmeister to receive and file this information about the Water Commission project in Heartwell Park during 2007. The motion carried unanimously.

B. PARK IMPACT FEE REPORT FOR FISCAL YEAR 2006

Mr. Eschen stated that this is the annual report to let you know the change from last year. Basically, the receipts were down this year. Although, there is a lot of residential construction going on, the residential fee is tied to the completion of the project. There were no major projects finished within the 2006 fiscal year, so the amount of funds coming in was relatively low. There are several projects

that should be completed within this fiscal year, so those fees would be received this year.

It was moved by Commissioner Livingstone and seconded by Commissioner Guerra to receive and file the Park Impact Fee Report for Fiscal Year 2006. The motion carried unanimously.

C. FOR LONG BEACH UPDATE AND PERFORMANCE REPORTS

Mr. Geoff Hall stated that it has been a number of months since he last spoke to the Commissioners on the Focus on Results initiative and he would like to give an update. He distributed the revised performance measures. FOR Long Beach seeks to create a direct link between expected performance and budget. With better performance information, clear operational goals, and the direct connection between budget and end results, we can ensure that we are meeting the needs of citizens more objectively. At the center of FOR Long Beach is the Department's Strategic Plan, which identifies critical issues and objectives that we want to accomplish as a department over the next two to five years. The department strategic plan was created approximately two years ago and in that process we identified nearly 250 performance measures. Over the next few months they would be going through and revised these performance measures to make them more meaningful. It was originally envisioned that the process would take three to five years, and going back to revise the performance measures is a good thing.

Mr. Hall stated that every department's budget has been restructured around their program structure, which has been done for the past two years. We have also been collecting data for many of our performance measures and have been reporting a handful of them to the City Manager on a monthly basis, which he distributed to the Commissioners. Most of the data is just simple counts of things that we are comparing to prior years. The difficult thing will be how to collect data about the impacts we have on people and the quality of our services. This would mean surveys and other similar methodology. The targets listed are based on prior year's data plus approximately one percent.

Mr. Hall stated that he is intending to provide this report to the Parks and Recreation Commission on a monthly basis and will defer to the Committee to discuss in more detail.

Commissioner Waterfield asked if the departments get subsets of data? For example, there are sports participants listed, but no breakdown of how many adults and how many youth. This would be interesting to see this difference.

Mr. Hall responded that the Department has been tracking youth and teens, not only by park, but also by type of activity. It is extremely labor intensive. The City has just purchased a new performance management system, which piggy backs on what has been done so far. This would allow the Department to aggregate the data electronically. It also is going to be very useful for analyzing

data and for recording data. One of the cities uses this software for their report to the community. This will be very helpful.

Commissioner Tong Sangmeister asked when this would be implemented.

Mr. Hall responded that staff would begin training in March. But, we probably won't see it up and running until early summer.

Mr. Hall mentioned that the Department has, through time, surveyed participants. We have not surveyed those that we are not serving, to ask what we are missing or what they perceive our benefits to be, even though they are not using them.

Mr. Hester recommended that this get put within a committee.

President Saltzgaver stated that they discussed this in the Finance and Appeals Committee and he recommends that they take an in-depth look at this on a quarterly basis in that committee.

It was moved by Vice President Satariano and seconded by Commissioner Tong Sangmeister to receive and file this report and that the performance reports be placed under the purview of the Parks and Recreation Commission's Finance and Appeals Committee. The motion carried unanimously.

X. COMMENTS

A. AUDIENCE

President Saltzgaver asked for comments from the audience.

Ms. Stacia Mancini stated that she would like to thank the Department for the first fifth City Council district outdoor film activity in Heartwell Park. They had approximately 300 to 400 people attend and they would like to do this on an annual basis. She would like to thank the recreation staff and maintenance staff, who were very helpful. She also thanked the Commission for being supportive of the Parks in Perpetuity and also thanked Mr. Hester and Mr. Eschen for helping them come up with the language that was workable.

Ms. Mancini stated that the fifth City Council district would hold an outdoor demonstration on January 24, at 11:00 a.m., here on the sidewalk surrounding the senior center and the administration building. This is to demonstrate a new concept for fixing raised sidewalks. They have been working with maintenance staff and have identified some demonstration areas for a contract vendor come in and cut the concrete to make it safer and more aesthetically pleasing. They have funding to complete approximately 400 sidewalk lifts in the fifth district.

B. STAFF

President Saltzgaver asked for comments from the staff.

Ms. Nixon-Joiner stated that the Department held some wonderful Snow Days events, which was a great success, and they hope to continue this event next year. They are also supporting a Snow Day on January 27, at Whaley Park, which would be sponsored by the fourth City Council district.

Mr. Hester stated that after a nation-wide search, Ms. Sherri Nixon-Joiner was selected as General Superintendent for the Community Recreation Services Bureau. Ms. Nixon-Joiner has been a long-term member of the staff and really stepped forward as a Superintendent and has done a great job. The Department is starting the process to advertise for a Recreation Superintendent position to replace her.

Mr. Hester stated that he has been notified there are two cities being considered for the relocation of the Special Olympics office. They are coming to Long Beach next Friday for a tour of potential sites.

C. COMMISSIONERS

President Saltzgaver asked for comments from the Commissioners.

Commissioner Waterfield stated that it is great how quickly support was received for the Special Olympics relocation by entities within the City of Long Beach.

Commissioner George thanked City Councilwoman Gerrie Schipske for the holiday breakfast last month.

Vice President Satariano wanted to make the new Commissioners aware that from the Parks and Recreation Commission, they founded a Baseball and Softball Hall of Fame at Blair Field and Joe Rogers Field respectively. They are retooling the committee and getting additional input. Last year they held their induction ceremony in August and would be changing this to the spring. Tony Gwynn's first honor was being inducted into the Long Beach Hall of Fame and there was no mention in our own newspaper. He supports that fact that it needs to be a real concerted effort to try and enlighten local papers as to things that we do and things that are happening.

President Saltzgaver stated that he would like an event made out of the Special Olympics relocation announcement, if it would be to Long Beach.

XI. NEXT MEETING

The next meeting will be held at 9:00 a.m. on Thursday, February 15, 2007, at El Dorado Park West, in the Senior Center Library, 2800 Studebaker Road, Long Beach.

XII. ADJOURNMENT

President Saltzgaver adjourned the meeting at 11:00 a.m.

Respectfully submitted,

Robin Black
Executive Assistant to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine